APPENDIX A

NATOPS Flight Personnel Training and Qualification Jacket

A.1 INTRODUCTION

- **A.1.1 Purpose.** To provide a consolidated record of the training status and readiness of flight personnel and serve as a repository for certain aviation records accumulated by flight crewmembers during active aviation tours.
- **A.1.2 Scope.** Subject jacket is intended to provide commanding officers with pertinent data to assist in assignment, utilization, and training of individuals. Properly maintained, it presents a cumulative history and concise summary of qualifications. It is not a forum for evaluating the performance of an officer or enlisted aircrew member. The jacket will not become part of the individuals personnel records within BUPERS except as noted in paragraph A.1.6.
- **A.1.3 Responsibility.** Responsibilities pertaining to custody of NATOPS flight personnel training qualification jackets are as follows:
- a. Commanding officers shall ensure that custody and maintenance of qualification jackets are in accordance with provisions of this instruction.
- b. Ensure that jackets are maintained for all assigned flight personnel.
- c. Flight personnel, when flying with a unit other than the one that regularly maintains their jacket, shall ensure that the unit with which they are flying is provided temporary custody of the jacket.
- **A.1.4 Security.** The jacket is "For Official Use Only" in accordance with DOD 5400.7. No information may be divulged from it, except to persons possessing a need to know. Only the individual and personnel designated in writing by the commanding of-

ficer may have access to qualification jackets. In accordance with SECNAVINST 5211.5, attach OPNAV 5211/9, "Record of Disclosure", inside the front cover of the NATOPS jacket, when disclosure of information from the jacket is made outside DOD.

- **A.1.5 Disposition.** Upon detachment, the jacket will be reviewed, certified by the commanding officer or a designated representative, and given to the individual. In the event of death, the jacket will be handled in accordance with directives SECNAVINST 5212.5.
- **A.1.6 Review.** The individual's jacket will be periodically reviewed by the commanding officer or a designated representative to ensure accuracy and currency. The review shall be conducted:
 - a. Upon reporting to a unit
 - b. Annually (within 30 days of date of birth)
 - c. Upon major change in flight status.
- **A.1.7 Design.** The jacket is composed of a cover, standard sectional and topical dividers, and pertinent documents and records. It is divided into four sections. Each section is divided into topical parts with appropriate titles.

A.1.8 Maintenance

- a. The jacket shall be maintained in accordance with the provisions of this appendix.
- b. No records or documents will be inserted that do not provide pertinent data concerning the aviation status of the individual.
- c. Individuals will not insert or remove records without approval of the commanding officer.

A.1.9 Forms. OPNAV 3760/32 through OPNAV 3760/32H may be obtained through normal supply channels in accordance with NAVSUP PUB 2002.

A.2 ASSEMBLY AND MAINTENANCE

A.2.1 General

- a. Part A shall contain the NATOPS flight personnel training/qualification jacket review and certification record. OPNAV 3760/32A (Figure A-1) shall be utilized.
- b. Part B shall contain a copy of only the most recent PCS orders showing the current authority for flying status. Letters from enlisted aircrew indicating their volunteer flight status shall be filed in this section. Letters of suspension and/or revocation of flying status shall be filed in this part for permanent retention.
- c. Part C shall contain the signed original of the current standard NAVMED 6410/1 or 6410/2 (aeromedical grounding or clearance notices). Forms maintained include those covering annual flight physicals and most current up chits from any grounded period (the exception being a grounding notice that "expires automatically", in which case a clearance notice is not required). They will be retained until the succeeding years annual flight physical clearance notice is received. Medical waivers shall be retained as long as they are in effect.
- d. Part D shall contain a record of flight equipment issued. OPNAV 3760/32B (Figure A-2) shall be utilized.

A.2.2 Qualifications and Achievements

a. Part A shall contain a permanent record of all functional designations prescribed in Chapters 12 and 13 and specific NATOPS manuals. Examples of qualifications to be recorded on OPNAV 3760/32C (Figure A-3) are aircraft commander, helicopter, second pilot, maintenance functional check pilot, and NATOPS evaluator/instructor. To maintain a historical record, copies of designation letters containing designation dates and approving authority signature shall be maintained following OPNAV 3760/32C.

b. Part B shall contain a permanent record of all other designations not included in Part A above. Tactical-oriented and mission-oriented designation shall be recorded on OPNAV 3760/32D (Figure A-4). Designation letters may also be retained in this part.

A.2.3 Training

- a. Part A shall contain a record of all formal schools and courses attended. OPNAV 3760/32E (Figure A-5) shall be utilized. Per OPNAVINST 1542.7, ACT will be logged in this section. Regular squadron and ground training lectures will not be included. Part A, Section 3 shall also include a copy of the training command student summary and all FRS summaries for training completed after 1 January 1988. Summaries for training completed prior to this date are desired but not mandatory.
- b. Part B shall contain a permanent record of NASTP (formerly NAWSTP and NAPTP), SERE, NITE Lab and annual egress training. OPNAV 3760/32F (Figure A-6) shall be utilized. Training course description and signature are required as documentation. Type of sensor (e.g., AN/AVS-6, CATEYES, FLIR, etc.) is also required for NITE Lab training documentation. Annual egress training conducted locally for other than ejection seat equipped aircraft shall be recorded on OPNAV 3760/32F. No further documentation is necessary or desired.
- c. Part C shall contain a record of all examinations (on a 4.0 scale) pertinent to the individual's aviation qualifications. OPNAV 3760/32 (Figure A-7) shall be utilized. The most current open and closed book exam or answer sheet, if appropriate shall be included following OPNAV 3760/32.
- d. Part D shall contain all NATOPS evaluation records (OPNAV 3710/7). (Effective from the date of this instruction, Marine Corps commands shall include a NATOPS evaluation form with each OPNAV 3710/7. Samples may be found in MCO P3500.14 and individual NATOPS manuals.)
- e. Part E shall contain all instrument rating requests (OPNAV 3710/2 (revised January 1974)). If a waiver of instrument qualification has been granted, this section shall contain the waiver.

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c. Upon n	najor change in flight	status.			
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NATOPS FLIGHT PERSONNEL TRAINING/QUALIFICATION JACKET

Figure A-1. Review and Certification Board

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Figure A-2. Flight Equipment Issue Record (Sheet 1 of 2)

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JACKET, WINTER NYLON (CWU-45/P)								
KNIFE & SHEATH								
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PARACHUTE, TORSO HARNESS ASSEMBLY						うし		
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Figure A-2. Flight Equipment Issue Record (Sheet 2 of 2)

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Figure A-3. Flight Personnel Designation Record

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Figure A-4. Mission Qualification Record

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Figure A-5. School/Course Attendance Record

NATOPS FLIGHT PERSONNEL TRAINING/QUALIFICATION JACKET OPNAY 3760/32F (Rev 4-90) S/N 0107-LF-009-7700

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Figure A-6. Operational Physiology and Survival Training (Sheet 1 of 2)

Jacksonville, FL

NATOPS FLIGHT PERSONNEL TRAINING/QUALIFICATION JACKET

OPNAV 3760/32F (Rev 4-90) S/N 0107-LF-009-7700 SECTION IIIB - OPERATIONAL PHYSIOLOGY & SURVIVAL TRAINING NAME (Last, first, middle initial) RANK/RATE SSN TYPE OF TRAINING LAND SURVIVAL. AVIATION PHYSIOLOGY **COURSE CATEGORY EMERGENCY** WATER DWEST, SERE **EGRESS** SURVIVAL DATE GRADE UNIT DATE GRADE UNIT DATE GRADE UNIT DATE GRADE UNIT SIGNATURE SIGNATURE SIGNATURE SIGNATURE DATE GRADE UNIT DATE GRADE UNIT DATE GRADE UNIT DATE GRADE UNIT SIGNATURE SIGNATURE SIGNATURE SIGNATURE DATE GRADE UNIT DATE GRADE UNIT DATE GRADE UNIT DATE GRADE UNIT SIGNATURE SIGNATURE SIGNATURE SIGNATURE DATE GRADE UNIT DATE GRADE UN UNIT DATE GRADE GRADE UNIT SIGNATURE SIGNATURE SIGNATURE DATE GRADE UNIT DATE GRADE UNIT DATE GRADE UNIT SIGNATURE SIGNAT NATURE SIGNATURE GRADE UNIT DATE DA DATE GRADE UNIT DATE GRADE UNIT SIGNATURE SIGNATURE SIGNATURE DATE GRADE ADE UNIT UNIT DATE DATE GRADE GRADE UNIT SIGNATURE SIGNATURE SIGNATURE DATE GRADE UNIT DATE DATE GRADE GRADE UNIT SIG SIGNATURE SIGNATURE SIGNATURE TRAINING ACTIVITIES 1. Pensacola, FL 8. Barbers Point, HI 15. Brunswick, ME Miramar, CA 9. Cecil Field, FL 16. **FASOTRAGRUPAC** 3. Norfolk, VA 10. Cherry Point, NC 17. **FASOTRAGRULANT** Corpus Christi, TX 11. Whidbey Island, WA 18. MCAS New River, NC 5. Lemoore, CA 12. Beaufort, SC 19. Okinawa Other (List) El Toro, CA 13. Point Mugu, CA 20.

Figure A-6. Operational Physiology and Survival Training (Sheet 2 of 2)

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Figure A-7. Examination Record

OPNAVINST 3710.7S 15 NOVEMBER 2001

A.2.4 Flight Records

- a. The Aviators Flight Log Book is the official document of pilot history. Copies of MIFARs for the current fiscal year should be maintained in Part A.
- b. Part B shall contain a permanent record of all aircraft/mishaps flight violations involving an aircrew causal factor, and FNAEB results. In addition to those entries authorized by paragraph 10.5.2.8, the FNAEB entry shall consist of the date of the FNAEB and comments by the Commanding Officer. The Commanding Officer may not delegate this responsibility. OPNAV 3760/32H (Figure A-8) shall be utilized.

A.2.5 Procurement

- a. The basic jacket with dividers, OPNAV 3760/32 (Rev. 4-81), may be ordered using S/N 0107-LF-736-2112. Existing jackets, OPNAV 3760/32 (Rev. 11-73), may be adapted to this instruction by inserting forms listed in subparagraph.
- b. Forms may be procured using the following information:

- (1) Review and Certification Record, OPNAV 3760/32A, S/N 0107-LF-736-2120
- (2) Record of Flight Equipment Issue, OPNAV 3760/32B, S/N 0107-LF-736-2130
- (3) Flight Personnel Designation Record, OPNAV 3760/32C, S/N 0107-LF-736-2140
- (4) Mission Qualification Record, OPNAV 3760/32D, S/N 0107-LF-009-7500
- (5) School/Course Attendance Record, OPNAV 3760/32E, S/N 0107-LF-009-7600
- (6) Operational Physiology and Survival Training Record, OPNAV 3760/32F, S/N 0107-LF- 009-7700
- (7) Examination Record, OPNAV 3760/32G, S/N 0107-LF-009-7800
- (8) Mishap/Flight Violation Record, OPNAV 3760/32H, S/N 0107-LF-736-2190
- (9) Flight Jacket Divider Tabs, OPNAV 3760/ 32I, S/N 0107-LF-000-7500.

ECTION I	VB - MISHAP/FLIGH	HT VIOLATION RECORD	
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Figure A-8. Mishap/Flight Violation Record

NATOPS EVALUATION REPORT

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NAME (Last, first, initial)				GRADE	SERVICE	NUMBER			
SQUADRON/UNIT	•	AIRCRAFT	MODEL		CREW POS	ITION			
TOTAL PILOT/FLIGHT HOURS		TOTAL HOL	JRS IN M	ODEL	DATE OF	DATE OF LAST EVALUATION			
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Figure A-9. NATOPS Evaluation Report

*WST, OFT, COT, or cockpit check in accordance with OPNAVINST 3710.7 (effective edition)